

## Portland Clean Energy Community Benefits Fund (PCEF) Grants Committee

February 16<sup>th</sup>, 2022, 6:00 to 8:00 pm

**Committee Members present:** Jeff Moreland Jr., Ranfis Villatoro, Robin Wang, Shanice Clarke, Megan Horst

**Committee Members not present:** Michael Edden Hill, Faith Graham, Maria Sipin

**PCEF staff present:** Sam Baraso, Cady Lister, Janet Hammer

Update from Reporting and Evaluation subcommittee – Megan Horst provided information about the work of the reporting and evaluation subcommittee related to defining program performance metrics and requested full committee questions and feedback.

### Discussion

- Robin – Do these metrics make sense for the kinds of applications we are seeing, want them to be compatible with what the community has indicated are the kinds of climate projects needed. May want something to track collaborations in some way.
- Jeffrey – in the workforce section, want to track from training to being employed.
- Ranfis – echo Jeffrey. That is important. Look at these dashboards as living data. Appreciate considering what brings success in workforce space.
- Shanice – likes interactive dashboard as a way to tell the story of what our projects are doing. A few clarification questions. Is this real time or annual? Curious about how the stewardship measures relate with staff time? They make sense to me and have no areas of concern.
  - Cady – Dashboard will be aggregate data for program. Intention is to update annually. We are collecting in spreadsheets now, in future will go direct into database, recruiting soon for data analyst position to assist with this work.
- Robin – the narrative is a critical part of PCEF impact. Not everything can be captured in numbers. Important to ensure that narrative is a key part of what we are sharing. Integrate as much as possible into the dashboard. On accountability slide think about how to share what is not going well. Maybe also show estimated versus actual benefits.
  - Cady – thinking about estimated and actual; the application is designed to allow folks to apply when they are early in the process which means estimates may be very rough. To get estimate and actual close would require more work (e.g., energy audits) be done before application. Need to think about the goals for the data; that impacts what we ask and when.
  - Sam – Some of this will be looked at via the audit, will need to have a bit of our own thresholds of what is on track or not. Delay maybe not because of grantee but us, support to provide, or something.
- Ranfis – Different tools and ways to think about this. As we move potentially toward some goal setting as a Committee, strategic planning, might there be some assessment of our goals. Measure ourselves for performance, what are our goals and are we on track. From meeting timelines to get grants out, quantitative, and the stories.

- Sam – we have a lot of external folks interested in evaluating different aspects of the program. There will be ample opportunities to rethink the data and what it is telling us. And consider what elements fall into the dashboard.

**Discussion of committee member recruitment and selection subcommittee** – areas of knowledge being sought are 1) individual who brings perspective of Native American/Alaska Native community and 2) Advancement of Minority and Women owned business. Will release recruitment for about one month. Nomination subcommittee to recommend to full Committee, then recommendation to Mayor. Seeking 1 or 2 additional individuals. Expect about 2.5 months once announcement is out.

- Jeffrey has volunteered previously.
- Shanice –volunteers for nomination subcommittee.
- Megan – Will the Committee be interviewing applicants and bringing to Committee?
  - Sam – we should discuss with the nomination subcommittee. Could be awkward to interview in public but could clarify what they want to hear and have staff execute.
- Megan - Conflict of interest seemed a barrier in recruitment before; is there a way to address that?
  - Sam – Beyond the legal conflict of interest there has been a strong desire among city leadership to avoid even any perception of conflict. Don't know if that has changed. Happy to explore that.
  - Robin – now that we know how committee decisions are made, there is little opportunity to exercise influence. Not voting on specific grants or opportunities, that should be considered.
  - Ranfis – agree. Can't build a program about community without community.
  - Sam will check in with Ranfis and Robin to talk through this some more.

Summary of existing other Committee member roles

- Grant review audit panel/grant review panel. Robin + another.
- Recruitment and selection subcommittee – Jeffrey and Shanice have volunteered
- Reporting and evaluation subcommittee – Megan, Faith, Ranfis
- By-laws subcommittee. Michael + another. About two meetings worth of content to be done.
  - Ranfis volunteers to serve here and reiterates importance.
- Ad-hoc engagement – no members

**Meeting close**